



VISION: We will be a vibrant, dependable and clean city where services are delivered innovatively and effectively.

MISSION: To provide effective operations of the city through collaboration of members, management and staff.

Corporation of Hamilton Board Meeting, City Hall, Hamilton - 6 September 2017 - 12.35pm

Present: Rt. Wor. Charles R. Gosling, JP, Chairman
Councillor John Harvey, MBE, JP
Councillor Dennis Tucker, JP
Councillor Lawrence Scott
Councillor George Scott, JP
Councillor Henry Ming

Staff: Treasurer - Tanya Iris (Acting Secretary)
City Engineer - Patrick Cooper
HR Manager - Lindell Foster
Event Project Manager - Danilee Trott
Communications Manager - Zoe Mulholland

Apologies: Councillor Carlton Johnson
Councillor RoseAnn Edwards
Secretary - Edward Benevides
Deputy Treasurer - Siobhan Fubler

1. Confirmation of Notice:

The Acting Secretary confirmed that the appropriate notices of the meeting and agenda were duly given according to the meeting guide.

2. Role of the Chairman:

The Mayor confirmed his role as the Chairman.

3. Open Meeting:

The meeting was called to order at 12.35pm.

4. Apologies:

The Acting Secretary confirmed that apologies had been received from Councillor Carlton Johnson, Councillor RoseAnn Edwards, the Secretary, Ed Benevides and the Deputy Treasurer, Siobhan Fubler.

5. Public Participation/Presentation:

There is no public participation/presentation.

6. Correspondence:

There was no correspondence.

7. Minutes of Previous Board Meeting dated 7 June 2017

The Mayor commented:

Page 4 of 9: 2nd Paragraph, remove the first sentence:

"The Mayor said Transport Control Department (TCD) can give credits for 40ft. containers to be used."

Proposed: Councillor D. Tucker

Seconded: Councillor J. Harvey

The Minutes were accepted as read with the amendment.

8. Matters arising from the previous Board Meeting of 7 June 2017:

(i) **Contact Mrs. Esme Williams once the Mayor has had a discussion with the rest of the Council as it relates to the Rick Olson matter:** The Acting Secretary confirmed that the letter was sent to Mrs. Williams and was copied to all Council Members.

(ii) **Schedule a meeting with a view of going through the budget process and create a structure for funding requests:** The budget process is ongoing with two (2) meetings already been held.

(iii) **Check with Steve Woodward of KPMG with regards to his availability to attend a Special Board meeting for 15 June 2017 after the Finance Committee meeting:** It was confirmed that the meeting was held - action item completed.

9. Resolutions Approved by Minister:

That the Board resolve to decline the proposal from Mr. James Cooper for his art installations around the City.

That the Board approve the partnership request from the Farmer's Market to waive the rental fees for the venue at Bull's Head subject to the conditions as set out in the MOU.

That the Board approve the bid from Horsfield Landscaping in the amount of \$107,340.75 for Traffic Lights - Victoria Street and Parliament Street junction.

That the Board approve to give the City Engineer permission to explore the options presented in the proposal for Wastewater Effluent Improvements.

That the Board approve for all past Premiers to be provided with the same car park access passes as those given to past and present Members of the Council of the Corporation of Hamilton. These passes will be issued once the car park barrier systems are in place.

That the Board approve the amendments to the Awnings and Signage Policy as presented: **Point #6 to read:** "Awnings and signs must comply with the Advertisement Regulations Act 1911, Amendment Act 1996". **Point #10 to read:** "Any encroachment of an awning or sign over Corporation of Hamilton property will require a signed encroachment acknowledgement, confirming that there is an encroachment and that given reasonable notice, the owner will remove to allow the Corporation of Hamilton to carry out their duties.

The Mayor then introduced and welcomed a new member of staff, Ms. Lorna Hayward who is going to be the Executive Assistant to the Secretary/COO as well as to himself. He remarked that hopefully Ms. Hayward would have a great experience with the Corporation of Hamilton.

10. Committees and Recommendations for Review:

Residents Advisory Committee - 8 June 2017

There are no Recommendations for review.

Residents Advisory Committee - 10 August 2017

There are no Recommendations for review.

Infrastructure Committee - 14 June 2017

There was a brief summary regarding the request from Polaris.

RESOLUTION: That the Board approve the request from Polaris Holding Company Limited that Stevedoring Services Limited (SSL) seeks approval for an annual tariff rate increase to be effective 1 January 2018 equal to the lessor of 1.5% and CPI.

Proposed: Infrastructure Committee

Unanimous

RECOMMENDATION: That the Board approve to waive the fees for the rental of Point Pleasant Park, Albuoy's Point on 18 August 2017 and Dr. E.F. Gordon Square on 1 September 2017 to provide free Health Screenings to the community provided that there is no other competing fee-paying event happening at that time. **(Event has already taken place)**

TAKE NOTE: That the Board approve for the City Engineer to engage a Ports Consultant to draft a new Terminal Operator License (TOL) and a Request for Proposal (RFP).

TAKE NOTE: That the Board approve the bid from ACS Limited in the amount of \$47,563.00 for the Hamilton Hall - Fire Alarm System. **(Approved and work has commenced on the project)**

RESOLUTION: That the Board accept the bid from Burns Ports & Logistics in the amount of £50,300.00 to act as the Corporation of Hamilton's Ports Consultant for the Hamilton Docks.

Proposed: Infrastructure Committee
Unanimous

RESOLUTION: That the Board approve to amend the application as it relates to the rental of Fort Hamilton. The amendment should stipulate that the applicant must hire an off-duty police officer for events hosting over "x" amount of people.

A brief discussion ensued regarding events being held at Fort Hamilton and the ongoing parking challenges. There was continued dialogue regarding the CoH's authority in terms of enforcement of persons parking on private property.

The Mayor queried if this amendment to the rental application would come into effect immediately to which the Event Project Manager said that it would be difficult since once the change has been made, the applicant would have to sign-off on the application where the change has been made. It was noted that there is a clause in the application that would allow the CoH to get out of the arrangement. Dialogue continued.

ACTION: The Event Project Manager to draft an email to the applicants that have already requested to rent Fort Hamilton advising them that the CoH has a new policy in place and that the amendment would be added to their rental application to be adhered to accordingly.

There was a query of what "x" number of people would be as stated in the recommendation. It was noted that the car park at Fort Hamilton currently has 15 - 25 car parking spaces. There was continued discussion on the moat and its dangers to the public. The City Engineer advised that the issue had been resolved.

Proposed: Infrastructure Committee
Unanimous

Finance Committee - 15 June 2017

RESOLUTION: That the Board approve for a letter to be written to Stevedoring Services Limited (SSL) stating that since revenues are well above their requested minimum, to continue as is and then can review the efficiencies that their new system has in place in terms of their collection of demurrage.

Proposed: Infrastructure Committee
Unanimous

TAKE NOTE VIREMENT: That the Finance Committee approve to move \$50,000.00 from the Fire Service Budget for the Hamilton Hall Fire Alarm System. **(Unanimously approved by the Finance Committee)**

Finance Committee - 17 August 2017

RESOLUTION: That the Board approve for a period of review to re-focus the amendment to the Corporation of Hamilton's leases requiring a personal guarantee to limited liability companies only.

This recommendation was brought forward to remove the personal guarantee clause from organisations such as the Chamber of Commerce and Government.

Proposed: Finance Committee
Unanimous

RECOMMENDATION: That the Board approve the purchase of one (1) table at the Annual BIU Banquet to be held on Friday 1 September 2017 at the Fairmont Southampton Resort and Spa. **(Event has already taken place)**

c. Staff, Legislative & Governance Committee - 20 June 2017

There are no Recommendations for review.

Staff, Legislative & Governance Committee - 22 August 2017

RESOLUTION: That the Board approve the draft Members Parking Policy as amended.

A concern was raised by Councillor G. Scott regarding the policy particularly point 3.3: **"All past Councillors since 2012 will enjoy the parking privilege for the same period of service after leaving office."** Councillor L. Scott sought some clarification regarding "since 2012..." The Mayor said the Members post 2012 were given the right to use the car park for the rest of time. Those Councillors prior to 2012 did not have parking rights at all.

There was continued dialogue relating to wives of past Members using the parking privilege where it was noted in points 3:1 and 3:2 that: **"past Mayors and Aldermen will enjoy the parking privilege as long as they have a valid driver's license."** The Communications Manager sought clarity on former Aldermen and their parking rights to which the Mayor advised that they are grandfathered in.

Proposed: Staff, Legislative & Governance Committee

Opposed: Councillor G. Scott

Motion carried.

11. Any Other Business:

(i) **Discussion re: Bermudiana Building at Barr's Bay Park:** Councillor Harvey commented on the suggestion from the Infrastructure Committee to solicit ideas from Council Members as well as members of CoH staff and maybe some tax payers. Once received, meet and discuss the recommendations which would then be used as the basis of formulating an RFP going forward.

ACTION: The Secretary to write an internal Memo inviting colleagues to give some feedback/suggestions on what should be at Barr's Bay, i.e. a fruitful and profitable use of the building.

Councillor Ming said there is the possibility that with some of the feedback received, it might not have to go out to an RFP. There was continued discussion on the RFP's received previously.

The Mayor said that the CoH should be very careful of when moving forward with this project that under the current legislation, the CoH would not be able to partner with whomever the developer would be. That would be another issue of ultra vires. That is the issue the Corporation of St. George currently has with their dock facility that they are trying to develop. They are looking for possible changes to the Municipalities Act to allow them to do so.

(ii) **Congratulatory Note:** Councillor Ming congratulated the City Engineer and his Department for the removal of the yard arm and for flying a flag that can be recognized from a great distance. The Council unanimously supported Councillor Ming in giving congratulations to the Engineering Department.

12. Motion to Move to Restricted Session.

Proposed: Councillor H. Ming

Seconded: Councillor G. Scott

The Public Session closed at 1.20pm.

Date

Mayor

Secretary